

**BY ORDER OF THE COMMANDER
30TH SPACE WING**

**AIR FORCE MANUAL 23-110,
VOLUME 2, PT 2, CH 7**



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Supply

REJECT MANAGEMENT NOTICES

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AFMAN 23-110, Volume 2, Part 2, Chapter 7, 1 October 1998, is supplemented as follows:

SUMMARY OF REVISIONS

Corrects office symbol of the certifying official. Corrects referenced contractor Required Service (RS). Tasks lead technician, Customer Service to clear rejects. A bar (*) indicates a revision from the previous edition.

Section A

7.9.2.4. Procedures Section will maintain overall monitorship of the reject control program. Customer Service is the only section authorized to process the D818, Reject Processor, to clear rejected input images.

7.9.2.4.1. (Added) Control of Cumulative Rejects. Responsibilities and procedures to control cumulative rejects are as follows:

7.9.2.4.1.1. Procedures Section (30 SUPF/LGSPP) will:

7.9.2.4.1.1.1. Maintain overall monitorship of the reject control program.

7.9.2.4.1.1.2. Ensure reject control monitors and alternates are appointed within the applicable flights.

7.9.2.4.1.1.3. Review the cumulative reject listing (D818) and summarize cumulative rejects by flight.

7.9.2.4.1.1.3.1. Determine trends, weak areas and training requirements.

7.9.2.4.1.1.3.2. Establish controls to ensure prompt corrective actions.

7.9.2.4.1.1.4. Contact reject monitors when excessive rejects are evident. Ensure prompt corrective action is taken on all rejects in the reject suspense file.

7.9.2.4.1.1.5. Advise flight managers of all rejects over four days old.

7.9.2.4.1.1.6. Advise the Project Manager of all rejects over five days old. Provide the reasons for the delay, planned corrective actions, and establish completion dates for clearing each reject.

7.9.2.4.1.2. Lead Technician, Customer Service will:

7.9.2.4.1.2.1. Ensure the use of reject clear is not abused and the reasons why are annotated on the cumulative reject listing (D818).

7.9.2.4.1.2.2. Ensure reject clears are processed no later than 1500 daily, and the documentation maintained until reviewed by the Quality Assurance Evaluator (30 SUPF/LGS) during surveillance of RS-26.

7.9.2.4.1.3. All Flight Managers will:

7.9.2.4.1.3.1. Appoint reject monitors and alternates.

7.9.2.4.1.3.2. Assist reject monitors in resolving reject processing problems.

7.9.2.4.1.4. Reject Monitors will:

7.9.2.4.1.4.1. Ensure timely corrective actions are taken on all rejects, and reject clears are forwarded to Customer Service prior to 1500 daily.

7.9.2.4.1.4.2. Review the D818 listing and annotate the status of all rejects over two days old. Ensure listings for the past five working days are available for review.

7.9.2.4.1.4.3. Follow-up daily on rejects forwarded to another section for corrective action. Normal return time will not exceed two work days.

7.9.2.4.1.4.4. Assist other flights/sections as necessary to ensure expeditious processing of rejects.

7.9.2.4.1.5. Computer Operations will:

7.9.2.4.1.5.1. Quality control input documents for obvious format errors and proper sequencing.

7.9.2.4.1.5.2. Ensure timely distribution for rejects printed on the mainline printer to originating sections.

7.9.2.4.1.5.3. Ensure a copy of the daily and cumulative reject listing is forwarded to the Procedures Section.

PAUL W. CURTIS, Colonel, USAF
Commander, 30th Logistics Group